

## Willamette Valley Law Project

300 Young Street  
Woodburn, Oregon 97071  
(503) 781-1132

June 9, 2011

Don Dolenc  
Woodburn Planning Commission members  
City of Woodburn

☆ REC'D ☆

JUN 08 2011

WOODBURN COMMUNITY  
DEVELOPMENT DEPT.

Re: Capaces Leadership Institute, Planning No. PLA 2010-01

Dear Don,

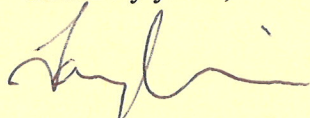
I write to follow up on my letter of May 17<sup>th</sup> and on our conversation of today about the process for design modifications for the Institute building.

It's my understanding from our conversation that the City staff has concluded that the change in the roof design falls requires review by the Planning Commission. We request that such review be facilitated as expeditiously as possible and to that end request that you consider this letter as our request to schedule the matter for the Commission's meeting scheduled for June 23, 2011.

We remit the requisite fee herewith, as well as the labels for sending notice to property owners as required.

You can email me at [larrykleinman@pcun.org](mailto:larrykleinman@pcun.org) or call the number listed above if the need arises. Thanks for your prompt action on our request.

Sincerely yours,



Larry Kleinman  
Director

## Don Dolenc

---

**From:** Larry Kleinman [larrykleinman@pcun.org]  
**Sent:** Tuesday, June 21, 2011 1:20 PM  
**To:** Don Dolenc; Jim Hendryx  
**Cc:** Gene Wixson; EruRadio@pcun.org  
**Subject:** Elevation for WPD meeting 6/23  
**Attachments:** CLI\_proposed\_elevation 6-21-11.pdf

Hi Jim & Don,

I'm attaching the re-worked elevation for the North face of the CLI building. If you support this design, I will have JPEG (3-D) images to present to the Planning Commission on Thursday, showing the view from the Southwest, Northwest and Northeast directions. These visuals will also reflect the roof changes (no parapet and a single plane rising south to north), as depicted in the images which accompanied our May 17th letter to your department.

Our consultants estimate that the north elevation changes in glazing will save 13% in energy usage, and that adding another clear-story window in the northwest quadrant has a 2% energy use gain (i.e., without that window, the savings would be 15%). This still keeps the building within "Passive House" energy usage standards. The extra window will add about \$2,000 to construction costs because the windows are very specialized.

The roof design changes will save \$30,000 in direct and indirect construction costs and, we estimate, save another \$50,000 in repair cost exposure. Again, the "Passive House" design contemplates special insulation and other construction features that would make roof leakage more costly.

I'll check in with you tomorrow to ascertain whether you can commit to supporting the design changes and then have the JPEGs prepared.

Thanks for your prompt attention to this matter.

Larry Kleinman  
Director  
Willamette Valley Law Project

### **Certificate of Mailing – Notice of Decision**

I hereby certify that I mailed the Notice of Decision, Exhibit "A", for file number DR 2010-03 to the area property owners whose names appear on Exhibit "B" attached to this certificate. The application was sealed and addressed as noted in Exhibit "B" and was deposited in the United States mail at Woodburn, Oregon with postage thereon prepaid. I also certify that I mailed the same to the applicant.



Donald Dolenc  
Associate Planner



Date

**IN THE PLANNING COMMISSION OF WOODBURN, OREGON**

**DR 2010-03**

)  
)  
)

**FINAL ORDER**

**WHEREAS**, a request was made by Willamette Valley Law Project, property owner, for a Design Review for a 3,000 square foot office and multi-use building, and;

**WHEREAS**, the Planning Commission reviewed the matter at the meeting of June 10, 2010 and;

**WHEREAS**, the Planning Commission approved case number DR 2010-03 subject to conditions, and;

**WHEREAS**, the applicant requested a modification of those conditions, and;

**WHEREAS**, the Planning Commission reviewed the matter at the meeting of June 23, 2011 and;

**WHEREAS**, the Planning Commission considered the written and oral testimony presented by staff and the applicant, and;

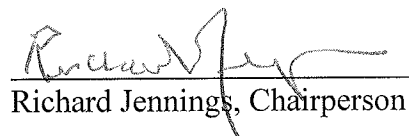
**WHEREAS**, the Planning Commission closed the hearing, and;

**WHEREAS**, the Planning Commission moved to approve the modification of conditions for case number DR 2010-03 and instructed staff to prepare findings and conclusions,

**NOW, THEREFORE, IT IS HEREBY ORDERED BY THE COMMISSION:**

The Planning Commission approves the modification of conditions for case number DR 2010-03 based on the findings and conclusions contained in Exhibit "A", and subject to the conditions of approval contained in Exhibit "B", which are attached hereto and by reference incorporated herein and which the Planning Commission finds reasonable.

Approved:

  
Richard Jennings, Chairperson

06-29-11  
Date



**DR 2010-03  
FINAL ORDER  
EXHIBIT A**

**APPROVAL CRITERIA**

Applicable criteria from the Woodburn Development Ordinance (WDO) are Sections: 3.107 – Architectural Design Guidelines and Standards, 4.101 – Decision Making Procedures, and 5.103 – Type III Application Requirements.

**ANALYSIS AND FINDINGS OF FACT**

*WDO 3.107 Architectural Design Guidelines and Standards*

Findings: Section 3.107.06.B.1.a provides that “Building façades visible from streets and public parking areas *should* be articulated in order to avoid the appearance of box-like structures with unbroken wall surfaces.” In the original design, the north (Young Street) facade had both horizontal and vertical articulation. Under the proposed redesign, the north facade would have horizontal articulation, but no vertical articulation.

Conclusion: The proposal partially meets the guideline of WDO 3.107.06.B.1.a.

Findings: Section 3.107.06.B.2.b provides that “The appearance of exterior surfaces *should* be enhanced by incorporating the following:

- 1) At least 30% of the wall surface abutting a street *should* be glass. ...”

In the original design, the north (Young Street) facade was approximately 12% glass. Under the proposed redesign, the north facade would have approximately 7% glass. In discussions with staff, the applicant has indicated that additional glazing can be provided.

Conclusion: The proposal does not meet the guideline of WDO 3.107.06.B.2.b( 1).

Findings: Section 3.107.06.B.3 provides that “Multi-planed Roof Guidelines.

- a. The roof line at the top of a structure *should* establish a distinctive top to the building.
- b. The roof line *should not* be flat or hold the same roof line over extended distances. Rather the roof line *should* incorporate variations, such as:
  - 1) Offsets and/or jogs in the plane of the roof.
  - 2) Changes in the height of the exterior wall for flat roof buildings, including parapet walls with variations in elevation and/or cornices.”

In the original design, the north (Young Street) facade had two visible roof elevations. Under the proposed redesign, the north facade would have a single visible roof elevation.

Conclusions: The change from a multi-planed roof to a shed roof is a significant departure from the approved design. The proposal does not meet the guideline of WDO 3.107.06.B.3.b.

### **OVERALL CONCLUSIONS**

The proposed modifications do not meet the architectural guidelines of the Woodburn Development Ordinance. As guidelines are not mandatory, the Commission may approve the request. The Commission may also impose conditions of approval.

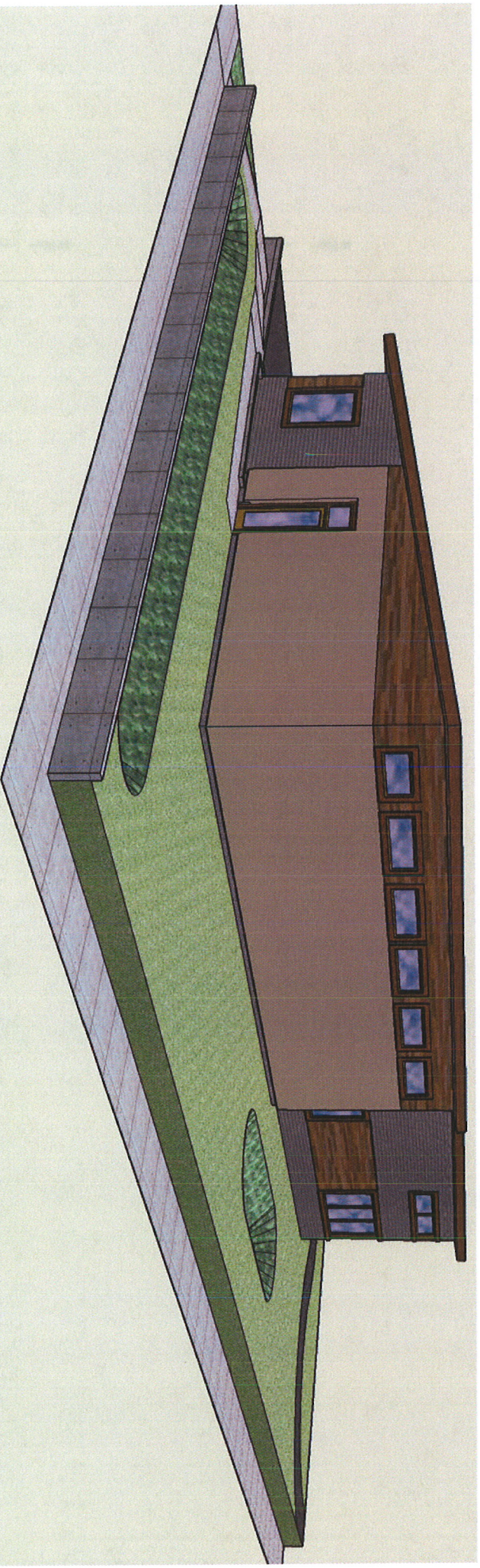
**DR 2010-03  
FINAL ORDER  
EXHIBIT B**

The Planning Commission approves the modification of conditions for case number DR 2010-03 subject to the following conditions of approval:

1. The property owner shall execute an acceptance of these conditions of approval.
2. The property shall be developed in substantial conformity to the preliminary plans (Exhibits A through D) except as modified by these conditions of approval.

<b>Exhibit "A"</b>	Utility & Demo Plan, Sheet A0.0, dated June 3, 2010
<b>Exhibit "B"</b>	Grading and Landscape Plans, Sheet A0.1, dated June 3, 2010
<b>Exhibit "C"</b>	Floor Plan & Roof Plan, Sheet A1.0, dated April 12, 2010
<b>Exhibit "D"</b>	Exterior Building Elevations, Sheet A3.0, dated April 12, 2010
<b>Exhibit "E"</b>	Exterior Building rendering "View from the intersection of Young and C Streets, approaching from the east"
<b>Exhibit "F"</b>	Exterior Building rendering "View from the southwest, looking across the parking lot at the main entry"
<b>Exhibit "G"</b>	Exterior Building rendering "View from Young Streets, approaching from the west"
<b>Exhibit "H"</b>	North building elevation

## Capaces Leadership Institute

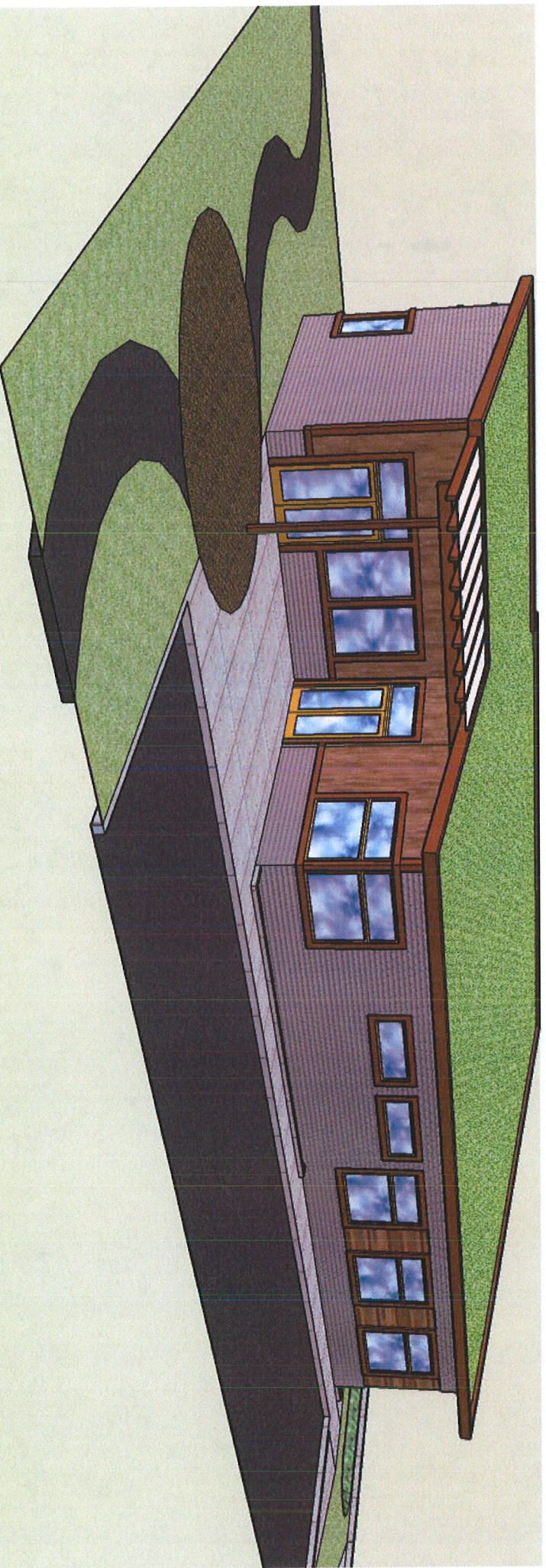


View from the intersection of Young and C Streets, approaching from the east

Exhibit "E"



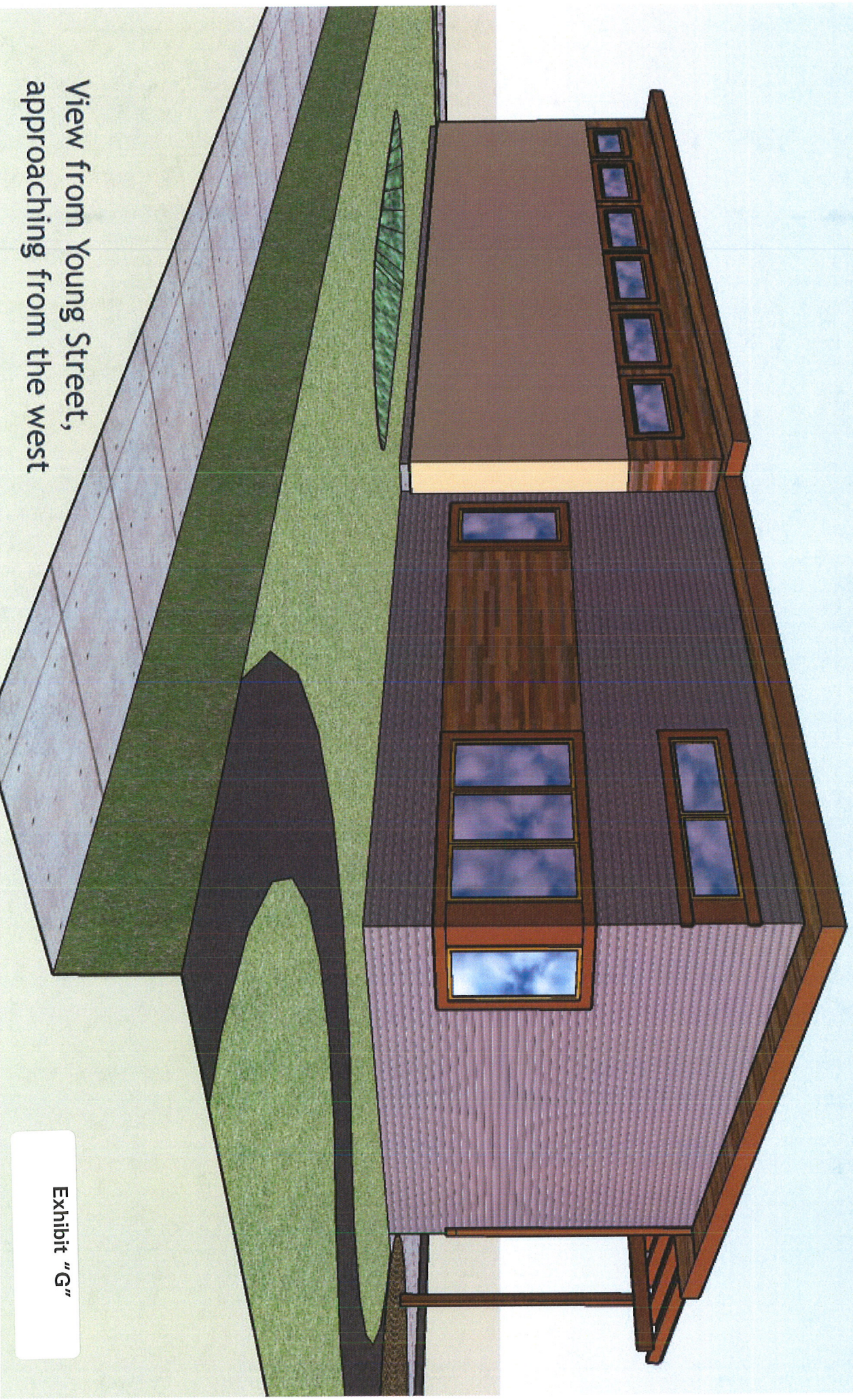
# Capaces Leadership Institute



View from the southwest, looking across the parking lot at the main entry



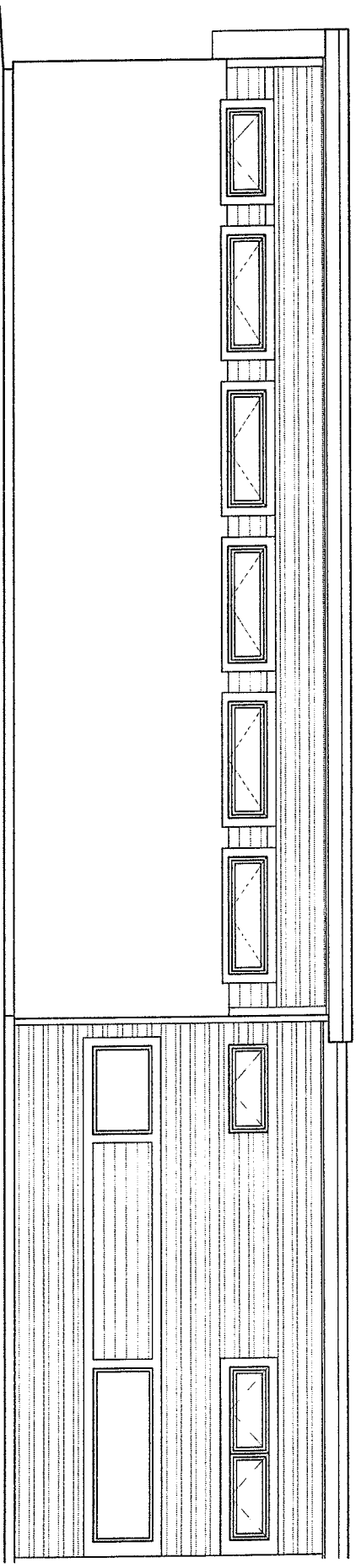
# Capaces Leadership Institute



View from Young Street,  
approaching from the west

Exhibit "G"





NORTH ELEVATION

SCALE: 1/8"=1'-0"

# CAPACES Leadership Institute

**communitecture, inc.**  
architecture + planning  
1639 SE 12th /  
Portland, OR 9  
t 503.230.129

Exhibit "H"

**NOTICE OF DECISION**  
**CITY OF WOODBURN, OREGON**  
**PLANNING COMMISSION**

**FILE NUMBER:** DR 2010-03

**DATE OF DECISION:** June 23, 2011

**APPLICANT:** Willamette Valley Law Project

**PROPERTY OWNER:** Willamette Valley Law Project

**LOCATION OF SUBJECT PROPERTY:** The property is located at 356 Young Street and can be identified on Marion County Tax Assessor's maps as tax lot 051W18AB11100.

**SUMMARY OF PROPOSAL:** The applicant requested a modification of a Condition of Approval in Design Review 2010-03. The condition requires that the property be developed in substantial conformity to the preliminary plans submitted for that case. The applicant desires to change the design from a two-pitch roof to a single-pitch roof, and to reduce the glazing on the north (Young Street) façade from approximately 12 percent to approximately 7 percent.

**SUMMARY OF DECISION:** The Commission approved, subject to conditions of approval.

**EXPIRATION:** The final decision shall expire within one year of the date of the final decision pursuant to Section 4.102.03.D of the Woodburn Development Ordinance unless:

1. A building permit to exercise the right granted by the decision has been issued;
2. The activity approved in the decision has commenced; or
3. A time extension, Section 4.102.04, has been approved.

**APPEAL RIGHTS:** The decision of the Woodburn Planning Commission is final unless appealed to the Woodburn City Council. An appeal stays a decision until the conclusion of the appeals process. A notice of intent to appeal must be received in writing, with the appropriate appeal fee, by the Director of Economic and Development Services within 12 days from the date this notice was mailed. Appeals must comply with the requirements of Section 4.102.01 of the Woodburn Development Ordinance.

A copy of the decision is available for inspection at no cost and a copy will be provided at a reasonable cost at Woodburn City Hall, Department of Economic and Development Services, 270 Montgomery Street, Woodburn, OR 97071. If you have any questions or need additional information regarding appeals, please contact Donald Dolenc at (503) 980- 2431.

**DATE OF MAILING:** June 24, 2011

## **AVISO DE DECISION**

### **CIUDAD DE WOODBURN, OREGON COMISIÓN DE PLANIFICACIÓN**

**CASO:** DR 2010-03  
**FECHA DE LA DECISION:** 23 de junio del 2011  
**SOLICITANTE:** Willamette Valley Law Project  
**DUEÑO DE LA PROPIEDAD:** Willamette Valley Law Project

**UBICACIÓN DE LA PROPIEDAD:** La propiedad se ubica en 356 Young Street, y se identifica en los mapas del Evaluador del Condado como lote 051W18AB11100.

**LA SOLICITUD:** El solicitante pide aprobación de una modificación de una Condición de Aprobación de la Revisión de Diseño 2010-03. Dicha condición manda que la propiedad se desarrolle en conformidad sustancial de los planes preliminares presentadas para ese caso. El solicitante desea cambiar el diseño de un techo de dos inclinaciones a un techo de una sola inclinación, y reducir el acristalamiento en la fachada del norte (por Young Street) de aproximadamente 12 por ciento a aproximadamente un 7 por ciento.

**RESUMEN DE LA DECISION:** La Comisión de Planificación aprobó la solicitud, e impuso condiciones de aprobación.

**VENCIMIENTO:** La decisión vencerá un año después de la fecha de la decisión, de acuerdo con la *Sección 4.102.03.D* de la Ordenanza para el Desarrollo de Woodburn (Woodburn Development Ordinance) a menos que:

1. Un permiso de construcción se ha emitido para efectuar la construcción contemplada en la decisión;
2. La actividad aprobada por la decisión se ha comenzado; o
3. Una prolongación, de acuerdo con la *Sección 4.102.04*, se ha aprobado.

**DERECHO DE APELAR:** La decisión de la Comisión es definitiva a menos que se apela al Consejo Municipal. Una apelación suspende la decisión hasta que los procedimientos de la apelación se han terminado. Es preciso que un aviso de intención a apelar se reciba, por escrito y con la cuota perteneciente a apelaciones, por el Departamento de Desarrollo Económico dentro de un plazo de 12 días de la fecha en que se envió este aviso. Es preciso que apelaciones cumplan con la *Sección 4.102.01* de la Ordenanza para el Desarrollo de Woodburn.

Una copia de la decisión está disponible para la inspección del público sin costo, y una copia será proporcionada a un costo razonable, en el Ayuntamiento, Departamento del Desarrollo de la Comunidad, 270 Montgomery Street, Woodburn, OR 97071. Si tiene preguntas o necesita más información tocante a las apelaciones, favor de comunicarse con Donald Dolenc en (503) 980-2431.

**FECHA DE ENVIO:** 24 de junio del 2011

TYDS LLC  
P.O. Box 585  
Woodburn, OR 97071

Joseph P. & Rania Lulich  
453 Young St.  
Woodburn, OR 97071

Harold J. Wolfer  
521 W. Hayes St.  
Woodburn, OR 97071

Isidro & Olga Mora  
492 Young St.  
Woodburn, OR 97071

Ramon Olmos Salinas  
411 Broadway  
Woodburn, OR 97071

Bridgeway, Inc.  
3325 Harold Dr. NE  
Salem, OR 97305

Maria G. Perez & Tran Co  
2485 Lancaster Dr. NE  
Salem, OR 97305

Clunas Funding Group, Inc.  
P.O. Box 896  
Lake Oswego, OR 97034

Ramiro & Consuelo Ramirez  
377 Young St.  
Woodburn, OR 97071

Irene Anita & D.E. Walter  
485 Young St.  
Woodburn, OR 97071

~~City of Woodburn  
270 Montgomery St.  
Woodburn, OR 97071~~

Teresa Quesada  
468 Young St.  
Woodburn, OR 97071

Juan Granados Munoz  
411 Broadway  
Woodburn, OR 97071

Betty Lichte Kearns  
6307 NE Fremont Ave.  
Portland, OR 97213

Rodney D. & Karen J. Adams  
1068 S. Grant St.  
Canby, OR 97013

Timothy L. & Shirlyn Doman  
2 Progress Way  
Woodburn, OR 97071

Willamette Valley Law Project  
300 Young St.  
Woodburn, OR 97071

Joe E. & Doris M. Walker  
2165 Lilac Way  
Woodburn, OR 97071

Tereso Vallejo  
411 Broadway  
Woodburn, OR 97071

Lido & Irene Saucedo  
P.O. Box 39  
Aurora, OR 97002

PACO LLC, c/o Larry Payne  
21100 S. Deer Creek Ln  
Colton, OR 97017

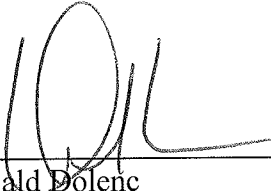
Ivka, Irina & Ivan Cam  
17476 Abiqua Rd. NE  
Silverton, OR 97381

EXHIBIT B



## **Certificate of Mailing – Notice of Public Hearing**

I hereby certify that on June 9, 2011 I mailed the Notice of Public Hearing, Exhibit "A", for the modification of conditions to file number DR 2010-03 to the area property owners whose names appear on Exhibit "B" attached to this certificate. The notice was sealed and addressed as noted in Exhibit "B" and was deposited in the United States mail at Woodburn, Oregon with postage thereon prepaid. I also certify that I mailed the same to the applicant.

  
\_\_\_\_\_  
Donald Dolenc

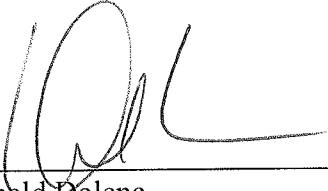
Associate Planner  
Department of Economic & Development Services  
City of Woodburn

6-9-11  
\_\_\_\_\_  
Date

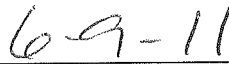
## **Certificate of Posting – Notice of Public Hearing**

I hereby certify that on June 9, 2011 I posted the Notice of Public Hearing, Exhibit "A", for the modification of conditions to file number DR 2010-03 on the subject property.

The posting was accomplished in accordance with the requirements of WDO 4.101.09.B. One notice was posted on the C Street frontage, and one notice was posted on the Young Street frontage.



\_\_\_\_\_  
Donald Dolenc  
Associate Planner  
Department of Economic & Development Services  
City of Woodburn



\_\_\_\_\_  
Date

# NOTICE OF PUBLIC HEARING

Para recibir información en español, póngase en contacto con la División de Planificación al 503-982-5246.

**NATURE OF APPLICATION / PROPOSED USE:** The applicant requests a modification of a Condition of Approval in Design Review 2010-03. The condition requires that the property be developed in substantial conformity to the preliminary plans submitted for that case. The applicant desires to change the design from a two-pitch roof to a single-pitch roof, and to reduce the glazing on the north (Young Street) façade from approximately 12 percent to approximately 7 percent.

**CASE NUMBER:** DR 2010-03

**APPLICANT:** Farmworker Housing Development Corporation

**PROPERTY OWNER:** Willamette Valley Law Project

**LOCATION OF SUBJECT PROPERTY:** The property is located at 356 Young Street and can be identified on Marion County Tax Assessor's Maps as tax lot 051W18AB11100.

**HEARING DATE/TIME:** Thursday, June 23, 2011 at 7:00 p.m.

**LOCATION:** Woodburn City Hall, Council Chambers – 270 Montgomery Street

**DECISION-MAKER:** Woodburn Planning Commission

**APPLICABLE CRITERIA:** WOODBURN DEVELOPMENT ORDINANCE (WDO)

## **3.1 DEVELOPMENT GUIDELINES AND STANDARDS**

3.107 Architectural Design Guidelines and Standards

4.101

## **PROCEDURES**

Decision Making Procedures

**5.1**

## **APPLICATION REQUIREMENTS**

5.103

Type III Application Requirements

## **4.1 ADMINISTRATION AND**

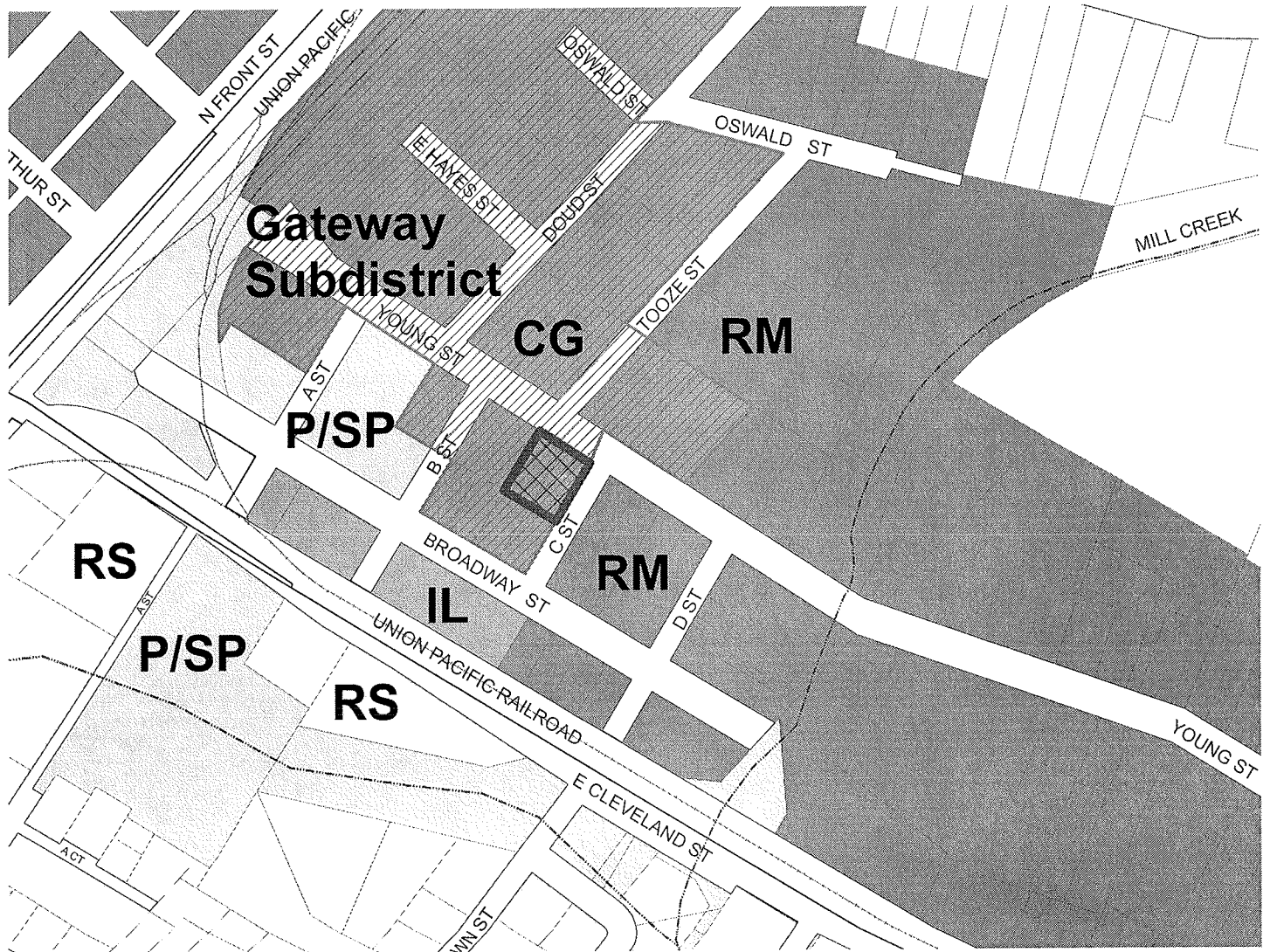
### **INFORMATION:**

- A copy of the application, all documents and evidence submitted by or on behalf of the applicant and applicable criteria are available for inspection at no cost and will be available at a reasonable cost.
- A copy of the staff report will be available for inspection at no cost at least 7 days prior to the hearing and will be provided at reasonable cost.
- Any person wishing to speak either for or against this proposal may do so in person or by an attorney at the public hearing.
- Written comments either for or against this proposal may be filed with the Planning Director prior to the public hearing or submitted into the record at the time of the public hearing.
- ADA access may be accommodated, upon receipt of a timely request. Please contact the Community Development Department at least 48 hours prior to the public hearing.
- Any issue which is intended to provide a basis for an appeal to the City Council must be raised before the close of the public record. Issues must be raised and accompanied by statements or evidence sufficient to afford the City and all parties to respond to the issue
- The failure of an issue to be raised in a hearing, in person or by letter, or failure to provide statements or evidence sufficient to afford the decision maker an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based upon that issue.

### **PLEASE CONTACT THE FOLLOWING REPRESENTATIVE FOR ADDITIONAL INFORMATION:**

Donald Dolenc, Department of Economic & Development Services, 270 Montgomery Street, Woodburn, Oregon 97071 (503) 980-2431 or don.dolenc@ci.woodburn.or.us.

EXHIBIT A



**Zoning map showing the subject property**

# AVISO DE AUDIENCIA PUBLICA

Para recibir información en español, póngase en contacto con la División de Planificación al 503-982-5246.  
Si necesita un traductor, comuníquese con la División de Planificación antes del 20 de junio.

**LA SOLICITUD:** El solicitante pide aprobación la modificación de una Condición de Aprobación de la Revisión de Diseño 2010-03. Dicha condición manda que la propiedad se desarrolle en conformidad sustancial de los planes preliminares presentadas para ese caso. El solicitante desea cambiar el diseño de un techo de dos inclinaciones a un techo de una sola inclinación, y reducir el acristalamiento en la fachada del norte (por Young Street) de aproximadamente 12 por ciento a aproximadamente un 7 por ciento.

**CASO:** DR 2010-03

**SOLICITANTE:** Farmworker Housing Development Corporation

**DUEÑO DE LA PROPIEDAD:** Willamette Valley Law Project

**UBICACIÓN DE LA PROPIEDAD:** La propiedad se ubica en 356 Young Street, y se identifica en los mapas del Evaluador del Condado como lote 051W18AB11100.

**FECHA Y HORA DE LA AUDIENCIA:** Jueves, el 23 de junio de 2011 a las 7:00 p.m.

**LOCAL DE LA AUDIENCIA:** La sala del Consejo Municipal, en el Ayuntamiento

**EL ENCARGADO DE TOMAR LA DECISIÓN:** La Comisión de Planificación de la Ciudad

**CRITERIOS VIGENTES:** LA ORDENANZA PARA EL DESARROLLO DE WOODBURN (WDO)

<b>3.1</b>	<b>DIRECTRICES Y NORMAS PARA EL DESARROLLO</b>	<b>4.101</b>	Procedimientos para Tomar Decisiones
<b>3.107</b>	Directrices y Normas para el Diseño Arquitectónico	<b>5.1</b>	<b>REQUISITOS PARA SOLICITUDES</b>
		<b>5.103</b>	Requisitos para Solicitudes, Tipo III
<b>4.1</b>	<b>ADMINISTRACIÓN Y PROCEDIMIENTOS</b>		

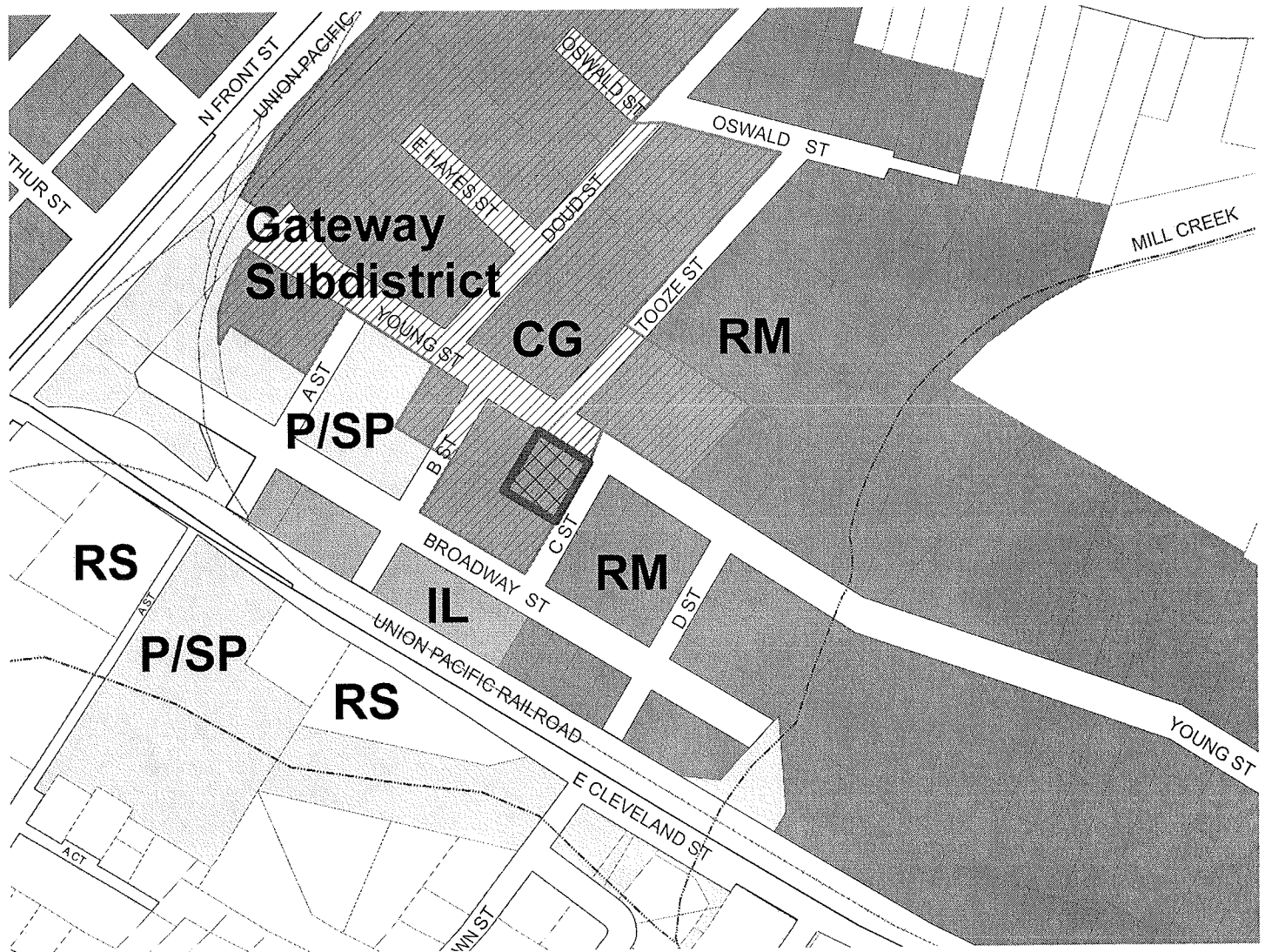
## INFORMACIÓN:

- Una copia de la solicitud y todos los documentos y la evidencia sometidas por el solicitante, así como los criterios vigentes estarán disponibles para la inspección del público sin costo, o a vender en un precio mínimo.
- Una copia del análisis de la División de Planificación estará disponible para la inspección del público sin costo, o a vender en un precio mínimo, por lo menos 7 días antes de la audiencia.
- Cualquiera persona que desee dar testimonio o a favor o en contra de la solicitud lo puede hacer personalmente o por medio de un representante en la audiencia pública.
- Comentarios escritos o a favor o en contra de la solicitud se pueden presentar o a la División de Planificación o en la audiencia pública.
- Se puede proveer el acceso para las personas con discapacidad. Favor de comunicarse con la División de Planificación por lo menos dos días antes de la audiencia pública.
- Es preciso hacer mención en la audiencia pública de todo asunto que se puede apelar al Consejo Municipal. Es preciso dar testimonio o proveer evidencia tocante a tales asuntos con especificidad suficiente para dar a toda persona la oportunidad de responder.
- Si no se hace mención de un asunto en la audiencia pública, sea en persona o por escrito, o si no se provee testimonio o evidencia con especificidad suficiente para dar la Comisión de Planificación la oportunidad de deliberar el asunto, no se puede apelar tal asunto a la Junta de Apelaciones sobre el Uso de Terreno (Land Use Board of Appeals.)

**ADEMAS PUEDE COMUNICARSE CON EL SIGUIENTE REPRESENTANTE:**



Donald Dolenc, Department of Economic & Development Services, 270 Montgomery Street, Woodburn, Oregon 97071, (503) 980-2431 o don.dolenc@ci.woodburn.or.us.



Mapa de la zonificación de la propiedad

TYDS LLC  
P.O. Box 585  
Woodburn, OR 97071

Joseph P. & Rania Lulich  
453 Young St.  
Woodburn, OR 97071

Harold J. Wolfer  
521 W. Hayes St.  
Woodburn, OR 97071

Isidro & Olga Mora  
492 Young St.  
Woodburn, OR 97071

Ramon Olmos Salinas  
411 Broadway  
Woodburn, OR 97071

Bridgeway, Inc.  
3325 Harold Dr. NE  
Salem, OR 97305

Maria G. Perez & Tran Co  
2485 Lancaster Dr. NE  
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411 Broadway  
Woodburn, OR 97071

Lido & Irene Saucedo  
P.O. Box 39  
Aurora, OR 97002

PACO LLC, c/o Larry Payne  
21100 S. Deer Creek Ln  
Colton, OR 97017

Ivka, Irina & Ivan Cam  
17476 Abiqua Rd. NE  
Silverton, OR 97381

EXHIBIT B

**CITY OF WOODBURN**

Finance Department  
270 Montgomery St.  
Woodburn, OR 97071  
(503) 982-5215

**PAYMENT DATE:**

6/09/2011

**RECEIPT NO.:**

110065864

**CASHIER:**

SUZANNEYB

**REVENUE STATION:**

CITY HALL

ITEM TYPE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
Plan Fees	WILLAMETTE VALLEY LAW PROJECT 356 YOUNG ST	1,912.00
RECEIVED FROM:		
	WILLAMETTE VALLEY LAW PROJECT	1,912.00
CHECK 4169	1,912.00	TOTAL AMOUNT:

## Don Dolenc

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**From:** Gene Wixson (Green Hammer) [gene@greenhammer.com]  
**Sent:** Thursday, June 23, 2011 7:02 PM  
**To:** Larry Kleinman; Don Dolenc; Jim Hendryx  
**Subject:** Planning commission meeting

Dear Sirs,

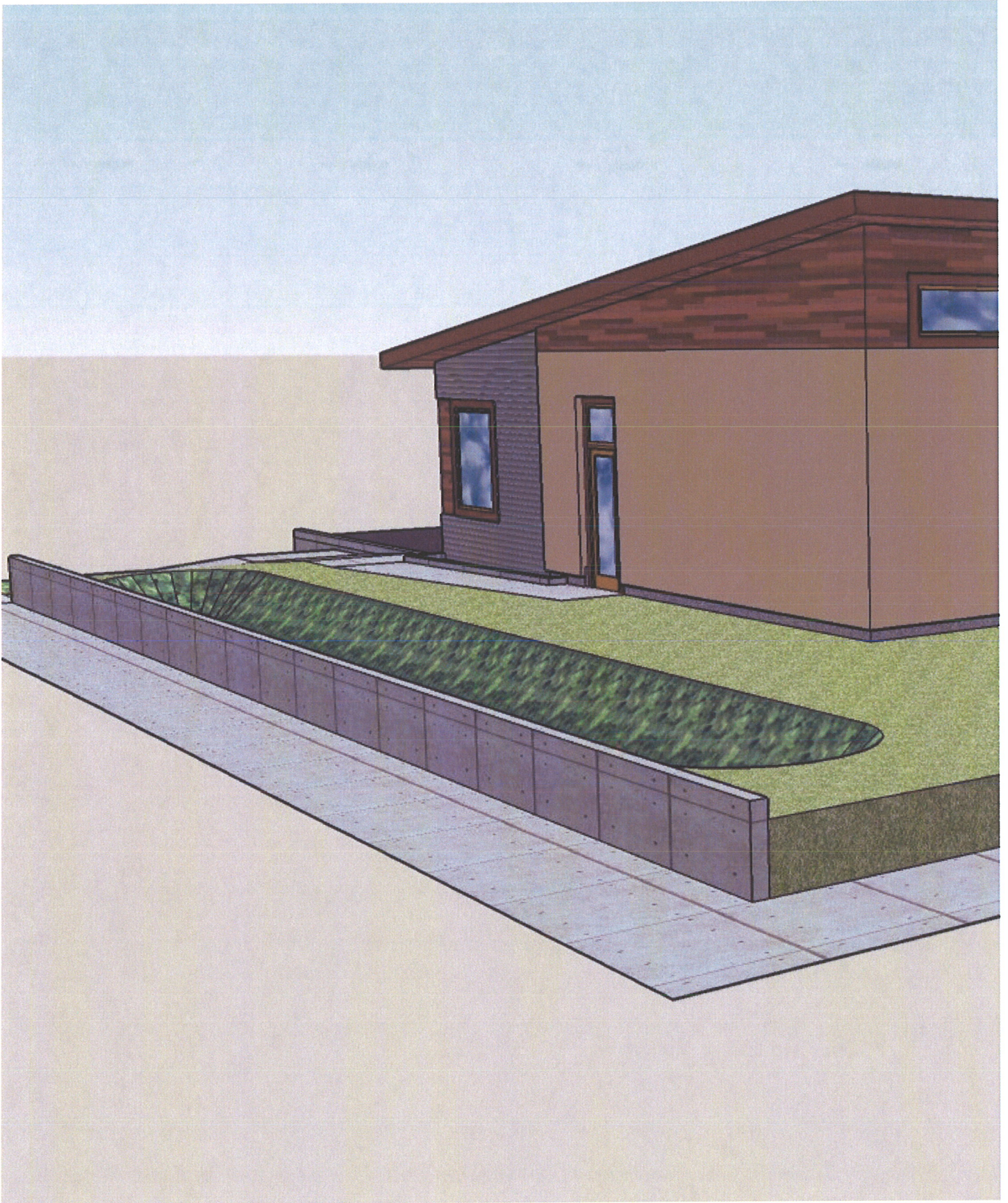
I apologize that I will not be able to join you tonight for the commission hearing. I am attaching 3 views from different aspects of the building. I am also submitting a letter of support for the proposed changes. Please let me know if you need any further information.

warm regards,

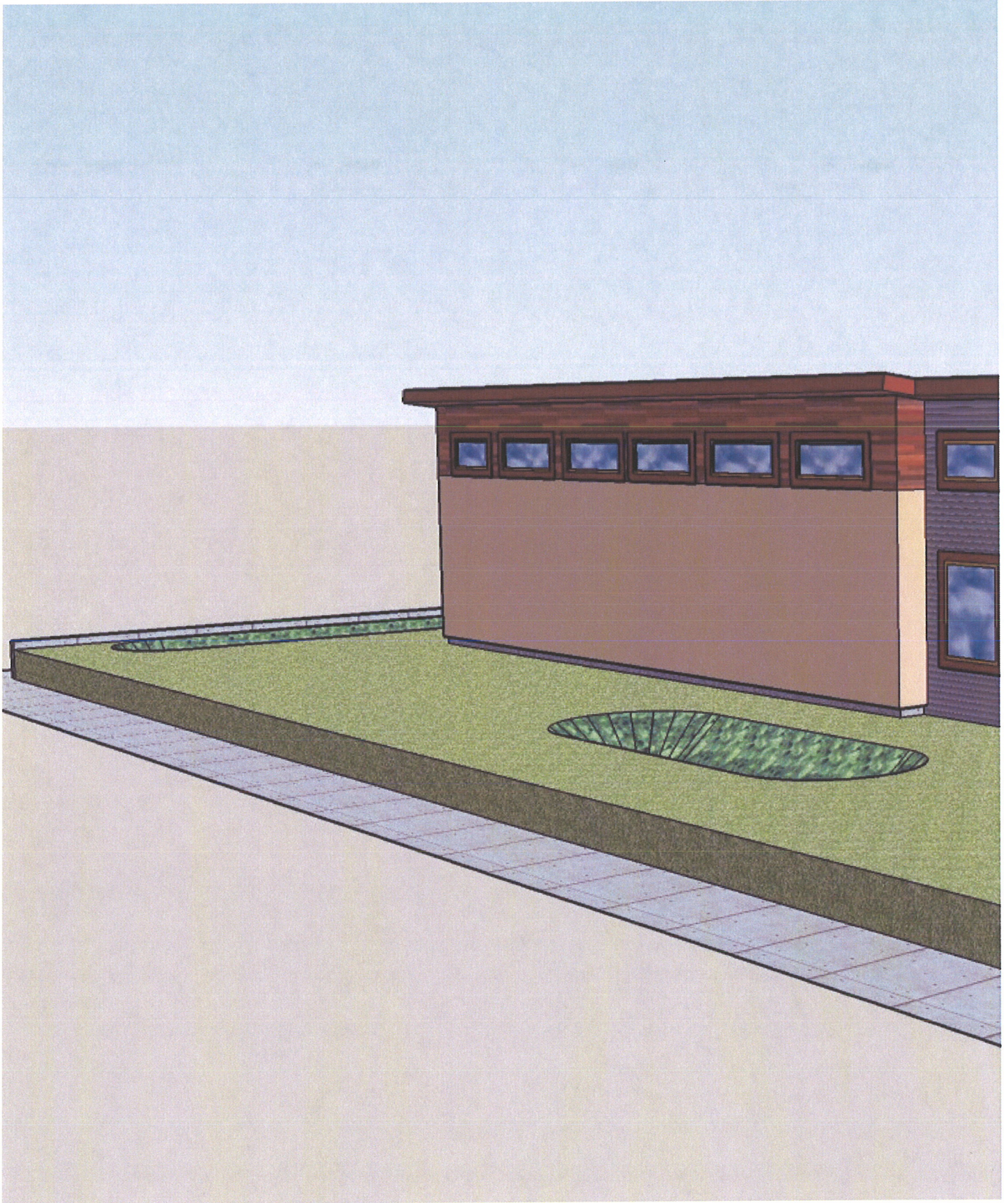
Gene Wixson | Construction Manager  
ph: (503) 333-7286 |  
1323 SE 6th Avenue | Portland, Oregon 97214  
[www.greenhammer.com](http://www.greenhammer.com)



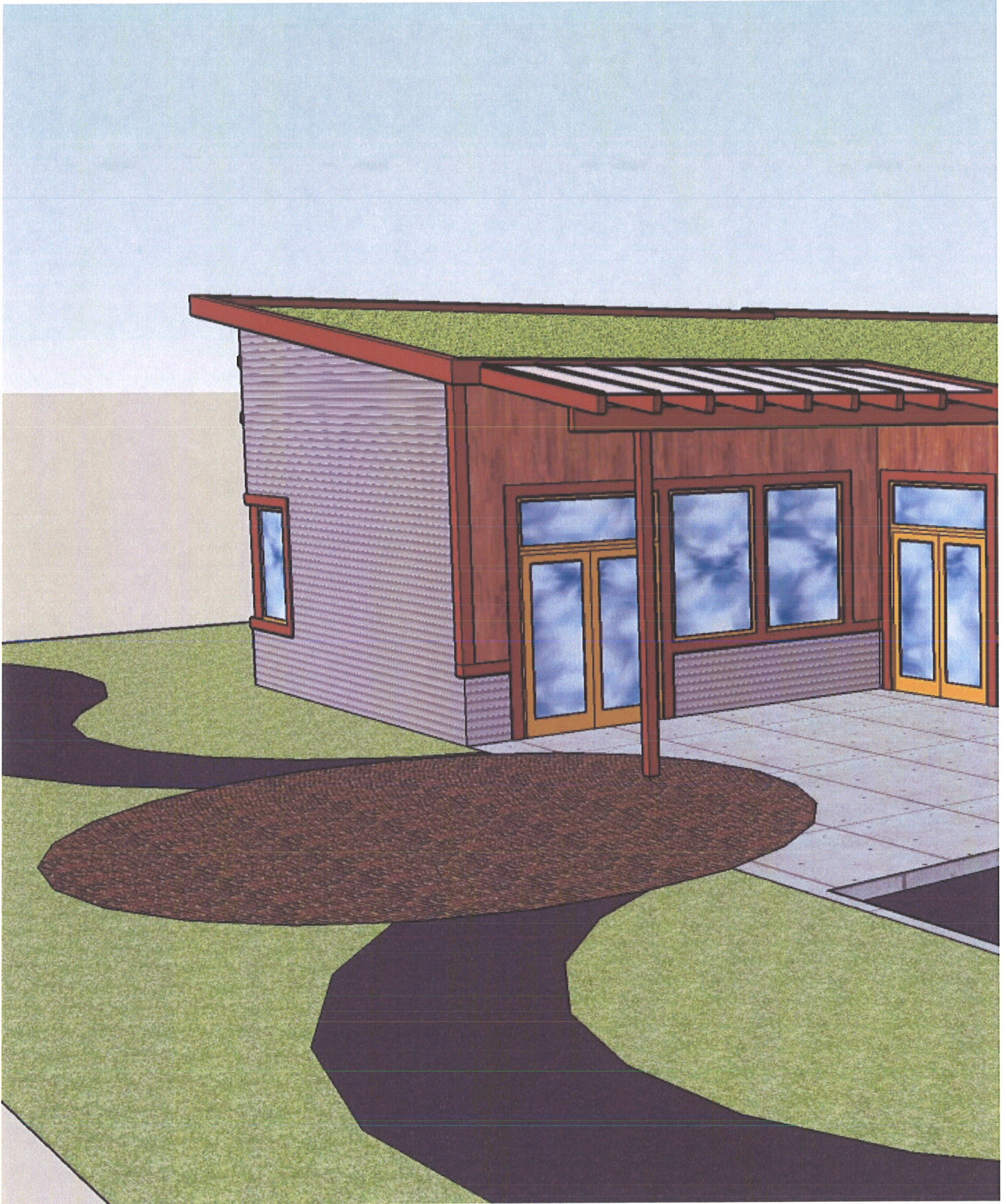
















Planning Director  
City of Woodburn, OR

Dear Planning Commission, Director, and Staff:

We are writing today to support revisions to the structure of the Capaces Leadership Institute, which will be located at 356 Young Street in Woodburn. These revisions are critical for at least three important reasons. Those reasons are thermal performance, long-term durability, and cost effective high performance building.

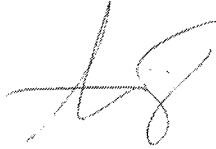
This structure is planned to be the first office building in the country to receive Passive House Certification. This rigorous standard, developed in Europe has been in North America for a few years and has seen a meteoric rise in interest. To achieve the Passive House certification, you must have incredibly low energy use (about 15% of current Oregon Energy Code). To achieve this standard, the building is super insulated, airtight construction techniques are used and triple glazed windows are placed in calculated amounts on the correct aspects. In the northern hemisphere, nearly all of that glazing should be on the south side of the building. This building has the high windows on the north side for nighttime cooling in the summer months. The 2 larger lower windows on the north side are all that is allowed if we are to achieve Passive House certification. By adding one additional window, we have increased the energy consumption by 2%, putting us very close to the maximum allowable energy use for certification. If CLI is forced to add more windows, there will be substantial cost implications as we reach diminishing returns with our already super insulated building.

The roof has been made into a single plane partly for long-term durability reasons. This surface will be covered with a vibrant mix of native sedums. To resolve the flashing details around a pitch change is quite problematic. We have concerns that this will be a potential leak point over time. Because there is 30" of cellulose insulation in the ceiling cavity, a leak would be disastrous to the high performance of this building.

The non-profit partner organizations that make up Capaces Leadership Institute do amazing work in Woodburn and other nearby communities. Resources devoted to unnecessary costs in this building cannot be used in other valuable ways. By reducing the windows on the north side and simplifying the roof geometry has reduced the construction cost by at least \$30,000 and we estimate exposure to repairs has been reduced by an additional \$50,000.

We strongly recommend that the planning commission approve the building as submitted. This will be a showcase for the City of Woodburn for generations to come. Please contact us if you have any additional questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'SA' or 'Stephen Aiguier'.

Stephen Aiguier

Owner, Certified Passive House Consultant

A handwritten signature in black ink, appearing to read 'Gene Wixson'.

Gene Wixson

Construction Manager



# Agenda Item

June 27, 2011

TO: Honorable Mayor and City Council through City Administrator

FROM: Jim Hendryx, Director of Economic & Development Services

SUBJECT: **Planning Commission approval of modification of conditions for Design Review 2010-03, a proposed building at 356 Young Street**

## **RECOMMENDATION:**

No action is recommended. This item is placed before the Council for information purposes in compliance with the Woodburn Development Ordinance. The Council may call up this item for review if it desires.

## **BACKGROUND:**

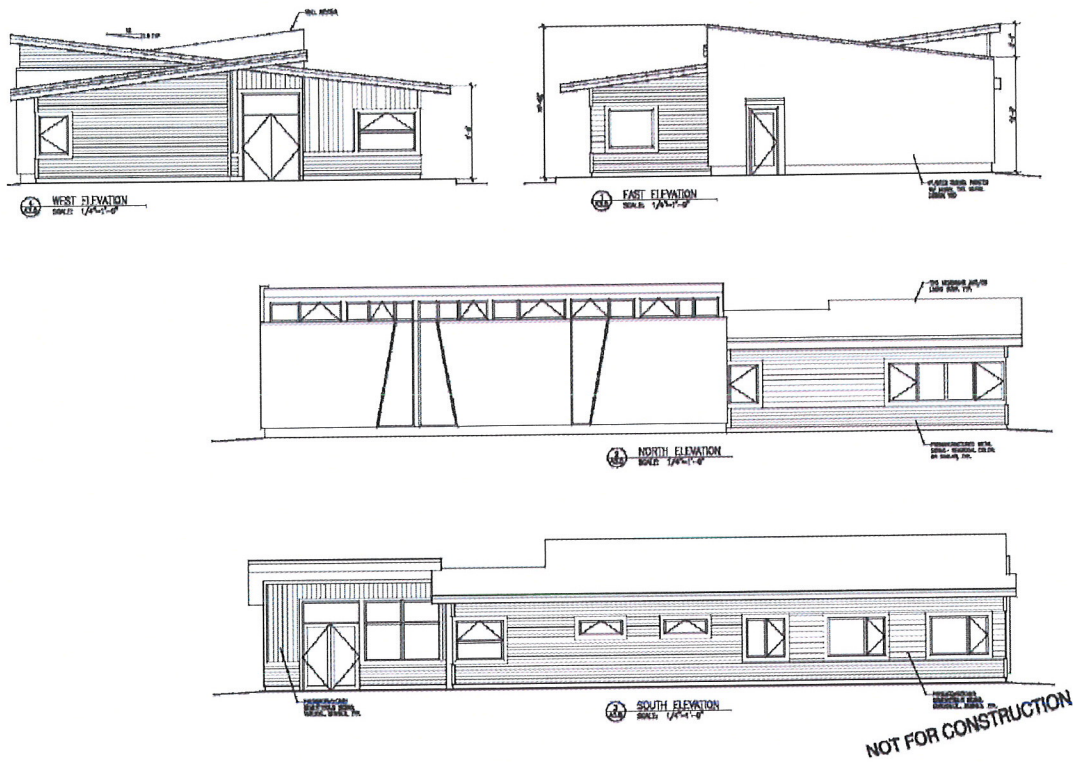
On June 10, 2010, the Commission approved a Type III Design Review for a 3,000 square foot office and multi-use building, the Capaces Leadership Institute, at the corner of Young Street and C Street. The applicant desires to change some aspects of the design: changing from a two-pitched roof to a shed roof, replacing the "living roof" over the entry with a translucent roof, and changing the window configuration in the western portion of the north (Young Street) façade. The proposed changes are significant departures from the preliminary plans. Under WDO 4.102.08, "Any request to modify a condition of approval is to be considered pursuant to the procedure and the standards and criteria applicable to a new application of the type of permit or zone change that is proposed to be amended ...." The Planning Commission conducted a public hearing and approved the requested modifications.

## **DISCUSSION:**

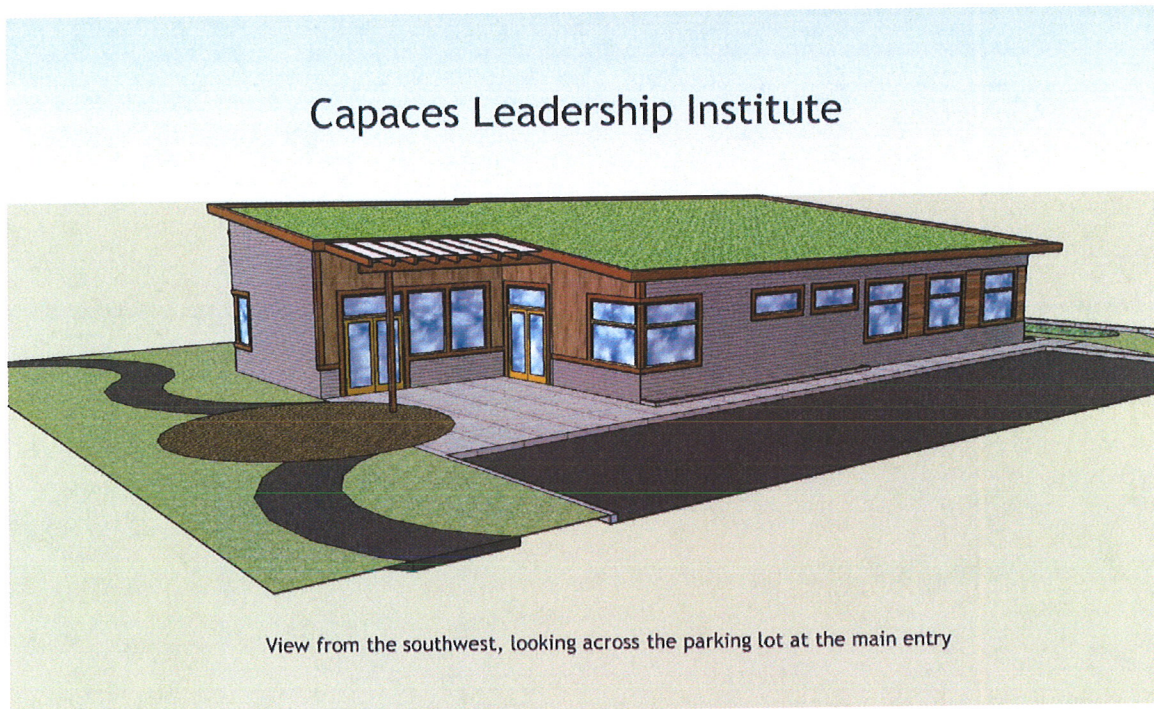
None.

## **FINANCIAL IMPACT:**

This decision is anticipated to have no public sector financial impact.

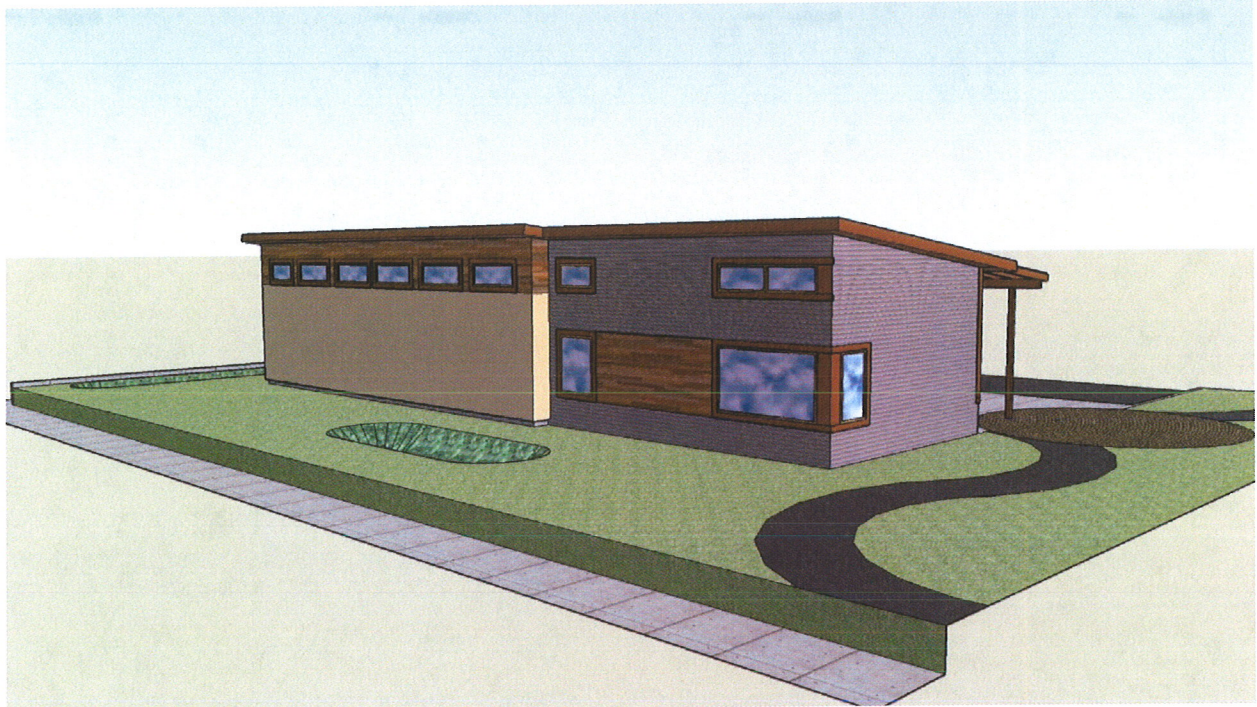


Original plans



Proposed modified plans





Proposed modified plans